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Helpful Hints For Searching the Campaign Reform Hearing Online via *GPO Access*

Content and file format:

The Campaign Finance Reform Legislation Hearing online via *GPO Access* November 16, 1995 held by the Committee on House Oversight is the 2nd in a series of hearings on that same subject. The database contains the transcripts of individual statements by witnesses and submitted statements of witnesses, as well as charts and graphs. A number of the submitted statements are scanned images and are therefore not searchable. Files are available as ASCII text and as Adobe Acrobat Portable Document Format (PDF) files.¹

Maximum Responses:

The default settings for SWAIS and for the WinWAIS/MacWAIS client software is to return a maximum of 40 responses to a query. To locate a larger number of documents you will need to change the setting. In SWAIS type a lower case o at the SOURCE SELECTION menu to change your options. In WinWAIS select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS select *File* and then *Preferences* from the pull-down menu. On the *GPO Access* Web Searching Pages a box is provided in which you may change the number of documents returned.

Sample Searches: ²

Statement

Query: statement AND "john lewis" **Alternative:** statement AND john ADJ lewis

Results: Statement of the Hon. John Lewis, A Representative in...

This search demonstrates how to search for a statement given by a specific witness. It also demonstrates the use of the boolean operator AND as well as the use of quotation marks to search by a phrase. The quotations surrounding a phrase produce the same results as the boolean operator ADJ.

Title

Query: "Speaker of the House" **Alternative:** Speaker ADJ House

Results: Statement of the Hon. Newt. Gingrich, Speaker of the House...

This search demonstrates how to search for the formal title of a witness at a hearing. Because "of" and "the" are stopwords they are not necessary to use in a search string. Therefore the results will be the same whether the stopwords are included or not.

Organization

Query: "National Restaurant Association"

Alternative: National ADJ Restaurant ADJ Association

Results: Statement of John Kavanaugh

This demonstrates how to search for a witness's statement according to their organization affiliation. You should treat the name of the organization as you would a phrase by using quotation marks. The quotations surrounding a phrase produce the same results as the boolean operator ADJ.

Contents

Query: "opening statements"

Alternative: opening ADJ statements

Results: CAMPAIGN FINANCE REFORM LEGISLATION

This search demonstrates how to retrieve the cover contents of the Campaign Finance Reform Hearing. The word "contents" will NOT retrieve the contents of the document because the style for the heading on the contents page sets the word with spaces between the characters (CONTENTS). The contents are located in first few pages of the hearing and are divided into sections such as: opening statements statements written testimony etc.

Additional GPO Access Materials:

GPO Access User's Guide & Helpful Hints - Available via:

Dial-in: 202-512-1387- From the Main Menu type B for *GPO Access*; type 4 *GPO Access* WAIS User Documentation & Helpful Hints; select 2 for Helpful Hints. The guide is available in sections or in its entirety & hints are listed by database name. Files are available in ASCII and PDF formats.

FTP: fedbbs.access.gpo.gov or point your browser to http://fedbbs.access.gpo.gov. The file is in the HELP directory. Check 00INDEX.txt for the file descriptions.

Online via *GPO Access*: The User's Guide is available as a database online via *GPO Access* and can be accessed through the Web, WAIS and SWAIS. Documents are available in ASCII and PDF formats. The Helpful Hints are available online by searching for the word hints in each database.

The Superintendent of Document's World Wide Web Home Page: The User's Guide and Helpful Hints are available at: http://www.access.gpo.gov/su_docs/aces/desc004.html.

GPO Access Training Booklet

Electronic copies of the training booklet are available on the Federal Bulletin Board via:

Dial-in: 202-512-1387- From the Main Menu select B for *GPO Access*; select # 4 *GPO Access* WAIS User Documentation and Helpful Hints; select 1 for User Documentation. The self-executing file names are traintxt.exe for the text version and trainpdf.exe for the Adobe Acrobat PDF version (traintxt.sea or trainpdf.sea for Macintosh).

Web/FTP: fedbbs.access.gpo.gov or point your browser to http://fedbbs.access.gpo.gov The file is in the HELP directory. Check 00INDEX.txt for file descriptions.

ENDNOTES:

- (1) Users with SWAIS access will not be able to retrieve PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view and print and typeset documents.
- {2} The results of these sample searches are described as they will appear using SWAIS or the WinWAIS and MacWAIS client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.